



*Embassy of the United States of America
Amman, Jordan*

Amman, Jordan
February 17, 2022

To: Prospective Offerors

Subject: Request for quotation number 19J01022Q0019

Enclosed is a Request for Quotations (RFQ) cleaning vehicles services for the U.S. Embassy Amman in accordance with the specifications and terms and conditions set forth herein. If you would like to submit a quotation, follow the instructions in Section 3 of the solicitation, complete the required portions of the attached document, and submit it to the address shown on the Standard Form 1449 that follows this letter.

Quotations are due by March 14, 2022 at 16:00 PM (local time). **Quotations must be submitted by email to AmmanRFQ@state.gov and be in the following format:**

- Subject line in the e-mail must include the RFQ number and company name.
- Attach all documents to the e-mail (Microsoft Word or PDF). We will not accept offers that include links, unsolicited offers, or hard copies.
- The Embassy will not accept any quotations submitted after the deadline.

In order for a quotation to be considered, you must also complete and submit the following:

- SF-1449
- Section 1 pricing;
- Section 5, Representations and Certifications;
- Additional information as required in Section 3.

The U.S. Government intends to award a contract/purchase order to the responsible company submitting an acceptable quotation at the lowest price. We intend to award a contract/purchase order based on initial proposals without holding discussions, although we may hold discussions with companies in the competitive range if there is a need to do so.

The U.S. Embassy is planning a site visit in accordance with the Federal Acquisition Regulation (FAR) provision 52.237-1, Site Visit.

The site visit will be held on:

Date: March 01, 2022

Time: 10:00 A.M.

Location: U.S. Embassy in Amman, General Services Office.

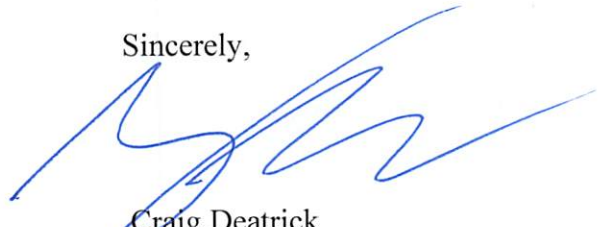
All visitors are required to wear a face mask inside the Embassy compound, and face masks will be provided, upon request.

In order to facilitate the visit preparations, prospective offerors should contact Leen Alkhayat at alkhayatla@state.gov to provide company name, attendee's names and identification numbers no later than February 24, 2022 at 14:00 P.M. (local time) to make arrangements for security processing for entry of attendees into the U.S. Embassy compound. Only two representatives per company are allowed.

The U.S. Embassy is prohibited from procuring goods or services from any firms that are not registered in the System for Award Management (SAM). SAM is an integrated procurement database and serves as a single point of entry for vendors seeking to do business with the U.S. Government.

For any enquiries/questions please email: AmmanRFQQuestions@state.gov no later than March 03, 2022 at 16:00 P.M. (local time). Answers will follow after a maximum of three business days and will be posted on the Embassy website.

Sincerely,



Craig Deatrick
Contracting Officer

Enclosure: RFQ No. 19J01022Q0019